

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

Number: B99-40

Date: November 4, 1999

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS
JTPD STAFF

SUBJECT: SDA ADMINISTRATORS' QUARTERLY MEETING

A Service Delivery Area (SDA) Administrators' Quarterly meeting will be held on Friday, December 3, 1999, at the following location:

Radisson Hotel
Los Angeles Westside
6161 Centinela Avenue
Culver City, CA 90230

The meeting will convene at 8 a.m. and adjourn by 5 p.m. A room block has been reserved until **November 13, 1999**. The room rate is \$95 for single/double occupancy, plus 12.045 percent city occupancy tax. Reservation requests received after November 13, 1999, will be accepted on a space available basis only and may not be available at the \$95 rate. The room block is listed under "EDD." To make your reservation, telephone the Radisson Hotel at (310) 649-1776. Hotel check-in time is 4 p.m. Guests who arrive earlier will be accommodated as rooms become available.

Transportation from the Los Angeles International Airport is provided by the Radisson LA Westside Hotel shuttle service. Courtesy phones are located at the baggage claim terminal for shuttle pick up. Guests can pre-arrange airport pick up by notifying the hotel of flight arrival. Shuttle service runs every 30 minutes on the hour. The hotel offers free self-parking for meeting attendees. Attached is a map to the hotel for those driving to the meeting.

If you have questions regarding the SDA Administrator's Quarterly meeting, please contact Jim Scholl at (916) 657-4610. An agenda for the meeting will follow under separate cover.

/S/ BILL BURKE
Assistant Deputy Director

Directions to the Radisson Hotel from:

Southbound on San Diego Freeway (405)	Exit Howard Hughes Parkway and follow it to Sepulveda. Turn right on Sepulveda, then left on Centinela. Right turn into hotel driveway at second signal.
Northbound on San Diego Freeway (405)	Exit Howard Hughes Parkway and follow it to Sepulveda. Turn right on Sepulveda, then left on Centinela. Right turn into hotel driveway at second signal.
Hollywood/Beverly Hills area	La Brea, Fairfax, or La Cienega south to Jefferson. Right on Jefferson, left on Mesmer to Centinela. Left on Centinela then left into hotel.
Santa Monica area	South on Lincoln to Jefferson Blvd. Left on Jefferson, right on Centinela to hotel.
Los Angeles International Airport	North on Sepulveda to Centinela. Right turn into hotel driveway at second signal.

